

**GROVE ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, SEPTEMBER 19, 2016
4:00 PM**

The Grove Economic Development Authority met in regular session at 4:00 PM (meeting officially called to order @ 4:37 PM) with Chairman, Ron Lay (came into the meeting @ 4:36 PM) presiding. Members present were Ivan Devitt and Mike Lewandowski. Member(s) Keith Martin and David Adzigian was absent. Also present was General Manager, Bill Keefer; Assistant General Manager, Debbie Bottoroff and City Clerk, Bonnie Buzzard. City Treasurer, Lisa Allred was absent.

Lay opened the floor for discussion regarding the minutes of the previous meeting of 05-16-16. No action taken due to lack of $\frac{3}{4}$ of the voting members present.

Devitt made the motion to approve the minutes of the previous meeting of 06-20-16. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.

Devitt made the motion to approve the purchase order register. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.

Lay opened the floor for discussion with respect to approval of an amendment to Section 10.2 of the Civic Center Policies and Procedures. Devitt and Lay asked for an explanation of understanding to the definition of Section 10.2-b.2 pertaining to the amount of fuel in fuel tanks not to exceed $\frac{1}{4}$ tank or 5 gallons. Bottoroff reported that the City of Grove has approved to adopt the International Fire Codes, and that statement is quoted directly from there. Bottoroff added that the Staff has visited with Fire Chief, Mike Reed in regards to this policy, and he agrees that a full tank of gas is safer than that of a $\frac{1}{4}$ tank, but again that is directly from the International Fire Code manual. Bottoroff indicated that if the Board would like she would have Reed attend the next meeting for his professional observation to the Board. Devitt made the motion to table this item for the next regular scheduled meeting. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.

GENERAL MANAGERS REPORT:

Keefer reported that the Staff and Chairman, Lay recently had recently met with representatives of the NEO A&M College to discuss the Grove campus facility and programming. President, Dr. Hale indicated a desire to work with the City to grow this campus and made some suggestions on how certain goals may be achieved. Keefer added that he would prepare a detail report for a later date.

EXECUTIVE SESSION:

At 4:49 PM Devitt made the motion for the motion for the Board to recess into an Executive Session for the purpose of conferring on matters pertaining to Economic Development, including the transfer of property, financing, or creation of a proposal to entice a business to locate within the jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business, pursuant to Title 25 O.S. Section 307.C.10. (Economic Development Proposals) to include an invitation for Keefer and Bottoroff to attend. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.

At 5:25 PM Lewandowski made the motion for the Board to come out of Executive Session with no action taken. Seconded by Devitt. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.

Lay opened the floor for discussion with respect to the above-mentioned Agenda Item E. 1. The following motion(s) were made:

1. Devitt made the motion to approve a proposal acceptance and notice to proceed with Rose McCrary, P.C. in the amount \$3,500 for the design of a waterline relocation. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.
2. Devitt made the motion to approve up to \$13,000 for materials for the waterline relocation to the above-mentioned project. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.
3. Lewandowski made the motion to authorize the Staff to present an initiative proposal back to the undisclosed company. Seconded by Devitt. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.

At 5:29 PM Devitt made the motion to adjourn. Seconded by Lewandowski. AYE: Devitt, Lewandowski and Lay. NAY: None. Motion carried.